

FY2018 February Zero-Based Budget for Secretary of State Core Divisions

	Administration	Investigations	Corporations	Elections	PLB	Securities	Total
Regular Salaries	128,543	132,904	127,072	127,182	342,507	25,396	883,604
Annual Leave Pay Out		238					238
Board Member Per Diem					9,135		9,135
Other Supplemental Pay			208		210		418
Overtime			1,120				1,120
Temporary Labor			22,420	1,073	21,070	1,558	46,121
FICA	9,413	9,708	9,042	9,245	25,052	1,877	64,337
Retirement	31,473	31,980	30,628	29,327	84,161	6,120	213,689
Health Insurance	39,146	40,547	39,103	38,732	104,307	7,734	269,569
Personal Liability							-
Unemployment Ins							-
Worker's Comp	0				0		0
Merit System Cost							-
Employee Background Check							-
Total Personal Services	208,575	215,377	229,593	205,559	586,442	42,685	1,488,231
Total Postage	15,272	24	-	1,180	31,680	4,043	51,262
Employee Postage Reimbursement		24			913		
Metered Postage	15,043				30,000	4,043	49,086
Reminder/Certificate Postage							-
UPS Shipping	229			1,180	767		2,176
Total Motor Vehicle Expense	465	3,838	-	46	95	-	4,444
Fuel for Agency Vehicles	455	2,531		41	23		3,050
Repairs/Maintenance	10	1,307		5	72		1,394
Tags/Decals							-
Total Printing and Publications	90	-	864	12,800	-	-	13,754
Envelopes, Letterhead, Business Cards	90		300	812			1,202
Reminder Postcards, Certificate, and Letters			564				564
Voter Registration Applications, Precinct Cards				11,988			11,988
Total Supplies and Materials	979	-	836	20,472	1,983	247	5,615
General Office Supplies	1,267		559	1,279	486	247	3,839
Maintenance/Lavatory/Cleaning Services					1,497		1,497
Light Bulbs							-
Outreach	(288)		277	18,914			
Postage Machine Ink				279			279
Total Repairs and Maintenance	51	-	2,340	285	2,484	-	5,160
Elevator Inspection/Maintenance							-
Equipment Maintenance			2,272	225	949		3,446
Fire Alarm Monitoring							-
Repairs/Moving	51		68	60	1,350		1,529
Ground Maintenance							-
HVAC Maintenance					185		185
Janitorial Services							-
Maintenance Building Fund							-
Pest Control							-
Security System							-
Supplemental Cooling							-
Total Equipment < \$5000		-	-	-	-	-	-
Investigator Protective Gear							-
Total Water and Sewer	-	-	285	11	504	-	800
Total Energy	-	-	-	1,193	9,263	-	10,456
Georgia Building Authority-After Hours Utilities				49			49
Natural Gas				1,011			1,011
Power				133	9,263		9,396
Total Rents - Other than Real Estate	-	2,792	-	(2,792)	2,792	-	-
Agency Parking							-
Mail Meter Rent							-
Post Office Box							-
Printer/Copier		2,792		(2,792)	2,792		
Total Insurance and Bond	600	-	-	-	3,371	-	3,971

Flood Insurance							-
Property Insurance					3,371		3,371
Auto Insurance	600						600
Total Freight	-	-	-	-	54	-	54
Total Other Operating Expense	-	716	-	9,641	11,569	1,282	20,744
Cable							-
Continuing Education				1,555		778	
Document Destruction				239	1,225	454	1,918
Fire System Monitoring							
Mailing & Postage							
Garbage Collection							-
GPS Vehicle Monitoring Service		523					523
Investigations						50	50
Legal Notices					130		
LexisNexis Legal Subscription							-
Meeting Expenses				6,003			6,003
National Professional Dues					9,794		9,794
Notary Renewals					98		98
Professional Subscriptions		110		1,844			1,954
Secretary of State - Record Center Storage							-
Security System		83					83
US Citizenship Immigration Services					322		322
Water Service							-
Total Employee Travel	2,557	29	644	174	3,323	1,209	-
Total Board Member Travel	-	-	-	-	9,414	-	9,414
Total Regular Operating Expenses	20,014	7,398	4,968	43,011	76,532	6,781	158,704
Total Motor Vehicle Purchase	-	-	-	-	-	-	-
Total Equipment	-	-	-	-	-	-	-
Total IT Supplies	95	-	307	2,260	-	173	2,835
IT Materials	95		307	2,182		173	2,757
Printer Toner				78			78
Total IT Repairs and Maintenance	-	-	-	-	-	-	-
Phone System Maintenance							-
Network Updates							-
Total IT Equipment	-	-	119	-	31,736	-	31,855
Computer Supplies			119		31,736		31,855
Total Centralized Accounting Systems Fees	3,980	5,891	5,731	3,980	17,513	1,274	38,369
PeopleSoft	3,980	5,891	5,731	3,980	17,513	1,274	38,369
Total Software - Non Capitalized	-	-	-	-	-	-	-
Annual Microsoft Enterprise Agreement							-
Service Agreements							-
Total IT Maintenance and Support	10,605	33,776	344,822	106,508	47,448	3,398	546,556
Software Maintenance/Service Agreements	10,605	33,776	344,822	106,508	47,448	3,398	546,556
IT Equipment Backup							-
Data Back-up, Destruction							-
Total IT Expenditures	14,680	39,667	350,979	112,748	96,697	4,845	619,616
Bartow County - Cartersville Office							-
Board of Regents - Record Center Storage							-
Georgia Building Authority							-
Cobalt Industrial Reit - Elections Warehouse							-
Lee Building Partners - Tifton Office							-
City of Macon							-
Total Real Estate	-	-	-	-	-	-	-
Total Infrastructure - GTA	1,006	1,127	1,018	899	3,324	258	7,632
Telecommunications/Data	1,006	1,127	1,018	899	3,324	258	7,632

Total Data/Voice - Non GTA Vendors	4,390	1,979	2,392	771	621	275	10,428
Cell Service	4,390	1,979	2,392	771	621	275	10,428
Non-Voice Lines							-
Nexus - Cisco							-
Server Monitoring							-
Total Voice/Data Comm	5,396	3,106	3,410	1,670	3,945	533	18,060
Total Per Diem & Fees	131	-	-	50	9,315	1,328	10,824
Adjudication Services					5,610		5,610
Courier Services	131						131
Court Reporting/Transcription Services					1,722	1,328	3,050
Exam Proctor							-
Legal Services				50	1,983		2,033
Legislative Consultant							-
Peer Reviews							-
Site Evaluations							-
Travel Report							-
Witness Expenses							-
Total Other Contract Svcs	-	-	-	9,351	-	-	9,351
Consulting Services				8,000			8,000
IT Services							-
Voter ID Cards				1,351			1,351
Total Contracts - State	-	-	-	-	-	-	-
GA Dept. of Driver Services - Voter Registration							-
Kennesaw State University - Voting System Support							-
Total Professional/Technical Services - IT	-	-	21,486	-	-	-	21,486
IT Support			21,486				21,486
Total Contractual Svcs	131	-	21,486	9,401	9,315	1,328	41,661
Total Grants and Benefits	-	-	-	-	-	-	-
Total Election Expenses	-	-	-	-	-	-	-
TOTAL	248,796	265,548	610,436	372,389	772,931	56,171	2,326,271